

DD/A Registry

78-1442

Executive Registry

78-5166

7 APR 1978

MEMORANDUM FOR: Deputy Director for Administration
Director of the National Foreign Assessment Center
Deputy Director for Operations
Deputy Director for Science and Technology
Chairman, Executive Career Service Board

FROM : Frank C. Carlucci
Deputy Director of Central Intelligence

SUBJECT : FY 1978 Personnel Development Program

1. I have recently been briefed on the succession planning and executive development part of the Agency's Personnel Development Program and have reviewed the statistical summarization of the FY 1978 PDP for the Agency. I find the intent and thrust of this Program important to the personnel management program of the Agency and would like to review with each of you your individual Career Service and Sub-group PDP submissions.

2. My office will be in contact with you to arrange for a meeting with me and the Director of Personnel to discuss your Career Service FY 1978 PDP planning cycle.

/s/ Frank C. Carlucci

Frank C. Carlucci

Distribution:

Orig - DDA
1 - Each other adse
1 - DDA
1 - DDCI
1 - ER
2 - D/Pers
1 - OP/RS

ORIGINATOR:

(W222) F. W. M. J. J. J.
Director of Personnel

5 APR 1978

OP/P&C/RS [] cnc (31 Mar 78)

EB

CLASSIFIED

INTERNAL

CONFIDENTIAL

SECRET

Approved For Release 2005/07/12 : CIA-RDP82-00357R000800140001-2

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

ER-78-5166

FROM: F. W. M. Janney Director of Personnel 5E 58 Hqs.		EXTENSION	NO. PERS <i>18-994</i>
			DATE 5 APR 1978
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. Executive Officer to the DDA 7D 18 Hqs.	4/6		
2.			
3. Associate Deputy Director for Administration 7D 18 Hqs.	7 APR 1978		
4.			
5. Deputy Director for Administration 7D 18 Hqs.	7 APR 1978		
6.			
7. Executive Registry 7E 12 Hqs.	7 APR 1978		
8.			
9. Deputy Director of Central Intelligence 7E 12 Hqs.	7 APR 1978		
10. <i>DD / Pers</i>	10 APR 1978		
11. <i>DD / Pers</i>	10 April 1978		
12.			
13. <i>DD / Pers / P&C</i>	4/11/78 4/12		
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Proposal for PDP Review

Do each of the Directorates before you leave for Europe. Attendees would be the Deputy for the Directorate, Associate Deputy Director, the Director of Personnel and the Director of EEO. (Do you want each Office Director present as well - probably 8-10 per-Directorate?)

Based on the report provided by the Office of Personnel the following points should be emphasized with each Career Service Head:

1. Purpose of the exercise is to ensure that the Service is developing officers to assume management (executive) positions and that this development is occurring at a reasonable rate.
2. You will be monitoring this Plan closely and you expect these DD's to see that the PDP is addressed seriously by their Office Chiefs.
3. You want to review their lists and become familiar with the officers named as well as with the deficiencies.

Proposed Schedule:

DDA	31 May 78	1330 - 1500
DDS&T	1 June "	1600 - 1730
NFAC	2 June "	0930 - 1100
DDQA	7 June "	1000 - 1130
E Career Service	8 June "	1000 - 1045

Dolores

ROUTING AND RECORD SHEET

78-5766/g

SUBJECT: (Optional)

Individual Career Service and Subgroups Statistical Reports on the
FY 1978 Personnel Development Program

FROM:

F. W. M. Janney
Director of Personnel
5 E 58

EXTENSION

NO.

D/Pers 78-1338

DATE

24 APR 1978

TO: (Officer designation, room number, and building)

DATE

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OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

EO/DDA

4/24

2.

ADDA

25 APR 1978

3.

Deputy Director for
Administration

25 APR 1978

4.

5.

6.

7.

Deputy Director of
Central Intelligence

8.

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7 AUG 1978

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57-
 I think you
 have to interpret
 to me.